



## City of Tigard

UTILITY BILLING

# Request for Adjustment Due to a Leak

The City of Tigard has a policy of issuing partial credits for leaks that are repaired in a timely manner. The city expects leaks to be repaired within **ten days** of discovery. Credits are based on your average usage for the same period in previous years. This average is deducted from the total consumption used during the time of the leak. The excess usage is charged at the wholesale rate of water, with the difference between wholesale and resale cost deducted from the utility account as the Credit for Leak

Please describe the specific circumstances of your request: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date leak found: \_\_\_\_\_ Date leak repaired: \_\_\_\_\_

Account#: \_\_\_\_\_

Location of Service: \_\_\_\_\_

Customer Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Street address

City

State

Zip

Phone

### DOCUMENTATION

**YOU MUST SUBMIT COPIES OF PLUMBER'S BILLS AND/OR RECEIPTS FOR PARTS, REQUIRED TO FIX THE LEAK.**

### FOR OFFICE USE ONLY

\$2.35   \$2.33   \$2.74   \$2.28   \$2.93   -   \$1.03   =   \$ \_\_\_\_\_  
RES   MUR   COM   IND   IRR   Markup

Previous years usage: \_\_\_\_\_ ÷ \_\_\_\_\_ =  
#periods used

\_\_\_\_\_ - \_\_\_\_\_ = \_\_\_\_\_ x \$ \_\_\_\_\_ = \_\_\_\_\_  
Average   Leak Period   Leak ccf   Markup   Credit Adjustment

Total Credit: \$ \_\_\_\_\_ Date Issued: \_\_\_\_\_ Issued By: \_\_\_\_\_